

**MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, NOVEMBER 8, 2011, 1:30 P.M.
CONFERENCE ROOM 113
COUNTY CITY BUILDING**

PRESENT: Jonathan Cook, Eugene Carroll, Linda Wilson, Jane Raybould, Larry Hudkins

OTHERS PRESENT: Don Killeen, Rod Confer, Mike Lee, Bob Walla, Liz Shea-McCoy, and Jeanne Sayers

The meeting of the Public Building Commission was called to order by Chairperson Larry Hudkins and the location of the Nebraska Open Meetings Act was announced.

Wilson moved and Carroll seconded a motion to approve the minutes from the October 11, 2011 meeting. With the notice of mis-spelling of Rod Confer's name, the motion passed.

Liz Shea-McCoy and Rod Confer, City Attorney, reported to the Commission regarding the Art Display Project. A tour of the Hall of Justice and County City Building was performed which has resulted in policy revisions of the Art Display location and if the projects proves successful a potential of futures displays could be placed on all three (3) areas/floors of the County City Building. Other revisions would allow pricing on the artists placard, addition to the selection committee an employee from the Mayor's office and allow an evening reception in conjunction with Lincoln's First Friday Art Walk. There would be a slight change in the price of the art display equipment and hardware due to wall lengths and color which would be more aesthetic to the building. Carroll moved to approve the policy revisions subject to law department review and purchase of white equipment and hardware which was seconded by Raybould. The motion passed unanimously.

HoneyBaked Ham, a former deli vendor, would like to return and offer lunch services during the winter months. With the current agreement being on a month to month basis, Cook made a motion to delegate authority for Building Administrator to approve agreements with food service vendors. Carroll seconded and the motion passed.

A marketing program for revenue in conjunction with vending machines is being discussed. Adding healthier food items to current machines will remain on hold until further marketing information is provided.

To monitor and exercise control and insure appropriateness, a Common Area Donation, Exhibition and Use Policy was prepared, reviewed by the law department and presented to the Members. Cook moved approval which was seconded by Wilson. The motion passed.

Corporate Trust Service performed by Wells Fargo will be carried over a future meeting due to further investigation by Bond Counsel.

Wilson moved to approve the General Vouchers for October 2011. Carroll seconded. Discussion regarding the property insurance payment to the City of Lincoln. Insurances of joint buildings are determined and set forth through interlocal agreements by County and City. Further discussion resulted in information of the fire in a lower level storage room at the Health Department. With the remodel of the Health Department, sprinklers installed react to flame only and did not activate sprinklers in any

other portion of the building other than the room where there were flames. There was minimal damage, however the building was evacuated for half a day. Following this discussion the motion to approve vouchers was passed.

Milo Mumgaard and Don Killeen are analyzing a pilot program, Energy Print an Energy Star Partner, is a management and energy reporting tool which will provide all utility surveys per building. Continued updates will be provided.

The City is preparing to implement a two (2) year budget. This will impact the Public Building Commission as rents to all departments/agencies are greatly factored by security, labor costs and utilities which are difficult to project over a two (2) year period. Projected rents are due to the City in January.

Carroll moved to approve the following Contracts/Amendment Agreements: Exterminators/Pest Control for Public Building Commission Buildings; Mail Sort Professional, Flats/Mail Preparation; Flourescent Bulb Recycling Service. Wilson seconded the motion which passed unanimously.

The University of Nebraska College of Law has requested use of Courtrooms for student's final jury trails on November 19 and 20, 2011. Troy Hawk, District Court Administrator with the approval of the District Court Judges, has forwarded this request to the Commission of approved use. Cook moved and Carroll seconded allowing use of District Courtrooms per specified conditions. The motion passed.

The Human Rights Commission committee members have requested access to the parking area under the County City Building for their monthly meeting. Due to the abundance of employees parking in this particular area, access to the north employee lot is offered as well as reminder of the public lot proximity.

The next meeting of the Commission is tentatively set for December 8, 2011 at 2:00 p.m.

Report From Administrative Staff: There was no report.

An Executive Session was not necessary at this meeting.

With no further business, Carroll moved to adjourn the meeting which was seconded by Wilson. The vote carried unanimously.